

**DOWNTOWN INDUSTRIAL DISTRICT
BUSINESS IMPROVEMENT DISTRICT
BOARD OF DIRECTORS MEETING
FEBRUARY 5, 2014
FINAL MINUTES**

BOARD MEMBERS

Present: Ernie Doizaki, Howard Klein, Matt Klein, Larry Rauch, Mark Shinbane, and Michael Tansey.

Absent: James Barich, Dilip Bhavnani, and Richard Gardner.

STAFF: Raquel K. Beard, Ed Camarillo, Fred Faustino.

CONSULTANTS: Ken Coelho, Tara Devine, Steve Gibson, Estela Lopez, and Don Steier.

GUESTS: LAFD Captain Ballton, LAPD Lt. Casey, and SLO Mark Hyland.

I. CALL TO ORDER

Rauch called the meeting to order with a quorum at 10:05am.

II. PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS

- a. Beard introduced LAFD Captain Ballton. Captain Ballton, Supervisor of the industrial fire protection unit informed the Board of a potential new inspection ordinance that will include a \$440 annual permit fee for industrial buildings greater than 40,000 sq. ft. or 4-5 stories high. Possibility that the permit fee will increase in 2015. Inspections will be performed every 18 months. The ordinance doesn't apply to buildings less than 40,000 sq. ft.
- b. LAPD Newton Area Senior Lead Officer Mark Hyland gave a brief update on crime statistics in Newton Area.

III. APPROVAL OF MINUTES

M. Shinbane made a motion to approve the November 5, December 6, 17 & 17, 2013 minutes, and H. Klein seconded. The Board unanimously approved.

IV. OPERATIONS

Check-In Center Update

Camarillo reported that the Check-In Center (CIC) grievance policy procedure is working efficiently. Complaints are reviewed immediately and addressed within 72 hours as mandated by LAHSA.

The 90-day hold area is operating at 100% capacity.

Beard presented the best proposal out of three, to address the urgent issues associated with the lighting in the CIC. The lamps, ballasts, outlets, and j-boxes need to be replaced or repaired. Beard asked the Board to approve the proposal from Pacific Stone Construction in the amount of \$9,187 to be paid from prior BID funds, and will also include trouble shooting and several other lighting issues that need to be repaired.

Doizaki recommended staff contact DWP regarding their energy efficiency lighting program to perhaps lessen the proposed costs.

Doizaki made a motion to give staff approval to hire Pacific Stone Construction services for the work in resolving the lighting issues in the CIC, not to exceed 10,000, and Shinbane seconded. The Board unanimously approved.

Report On Maintenance & Security Issues

The BID public safety officers handled a total of 22,699 incidents in 2013. Maintenance 2013 totals include 56,811 bags of trash collected; 420 instances of graffiti removed; 2,066 bulky items removed; and 775 weeded blocks in the District.

Bags of trash/tonnage increased in 2013 compared to 2012. The maintenance schedule was updated to include a light crew on Sundays, to decrease the impact on Monday mornings.

LAPD Update

Lt. Casey, Safer Cities Initiative, informed the Board that he has been promoted to Lt. 2 and will be leaving Central Area to join Communications. Lt. Casey stated that he does not know who his replacement will be.

Lt. Casey reported that SCI is enforcing 'No Blocking Doorways' and are deploying foot beats. Lt. Casey reported that narcotic arrests are up as a result of the donated surveillance cameras and the undercover buy team.

VI. FINANCE

Coelho reviewed the December 2013 year-to-date financials:

- a. \$85,000 carry over into 2014, budgeted \$100,000 (paid more expenses in 2013)**
- b. Received \$55,471.82 prior year delinquent assessments, and \$55,034.40 penalty income**
- c. Prior BID Funds- ended 2013 with \$181,800**
- d. 2013 Delinquency- budgeted \$121,000, actual is \$68,000**
- e. Reserve- \$40,000; used \$33,000 for legal fees**

2014 Budget:

- a. Budget was adjusted from slightly over \$2 million to \$1,995,000 due to a parcel change from profit to non-profit.**
- b. City fee increased to 2% from 1%.**
- c. \$30,000 hit to the budget. Revised budget and filled in gap with uncollected assessments.**
- d. Budget is balanced and will be submitted to the City.**

VII. DID BID RENEWAL

Gibson reported that the City Attorney's office is reviewing all MDP's and asking for numerous revisions which have caused a bottleneck. Revisions are related to the non-profit language and the special vs. general benefit language and calculations.

Gibson reviewed the revised renewal timeline with the Board.

Devine distributed and reviewed the parcel spreadsheet, and asked staff and the Board to identify familiar parcel ownership.

VIII. GOVERNMENT RELATIONS

Little Tokyo Community Design Overlay (CDO)

Lopez reported that the CDO went to the PLUM Committee. CCEA was successful in getting all properties along the south side of 3rd Street, except the two houses of worship eliminated from the CDO.

Closure of Central Ave

CD14 received a street closure application from a produce business owner wanting to close Central Ave. on Sundays for a Farmers Market. CCEA staff conducted a support/non-support survey from businesses along Central Ave., south of 7th to Olympic; and 7th Street. Los Angeles Wholesale Produce and Alameda Square opposed the proposed street closure. Other businesses in the immediate area are closed on Sundays, but did express concerns regarding trash/debris and the clean-up.

Downtown Community Plans Meeting

Lopez attended the February 3rd meeting and Devine attended the February 4th in Little Tokyo. The two community plans for Downtown were discussed; Central City and Central City North. Everyone was divided into focus groups and topics like Industrial Land Use were discussed. Lopez spoke about issues in Skid Row, which sparked the interest of the entire group. Meetings will be ongoing.

Renewal

Lopez stated that she will write a one-pager to be included in the renewal packet that addresses the conditions and legal issues in the area, and CCEA efforts.

IX. EXECUTIVE DIRECTOR'S Report

Arts District Medallions

Beard reported that she spoke with the Historic Cultural Neighborhood Council (HCNC) about taking ownership of the medallions, but they declined. Beard contacted LARABA president Deborah Meadow and LARABA happily accepted the opportunity. The revocable permit will be transferred to LARABA, and the CRA Oversight Committee will draft a deed of gift.

Corporate Insurance

Beard reported that the corporate insurance policies expire in March and April of 2014. Received a notice of non-renewal from Travelers regarding CCEA's commercial package. Other options are being pursued.

Renewal

Beard reported that she has started renewal outreach, and have met with a few property owners in the District, and plans to meet with many more. The BID will be speaking to the Little Tokyo Lofts HOA in March.

Website

Beard reported that she is working on updating the content on the website. A renewal page also needs to be added. The current web host is located in Seattle. Beard stated that she will be requesting quotes from local companies to maintain DID's website.

X. NEW BUSINESS

Shinbane stated that he would like to start the visioning/strategic planning process to brainstorm on the future of the District. Dates will be circulated.

XI. EXECUTIVE SESSION

Board discussion on potential litigation. No action taken.

XII. ADJOURNMENT- 12:10PM